

**TOWN OF ABINGDON  
WORK SESSION MEETING  
MONDAY, AUGUST 1, 2016 – 5:30 PM  
ARTHUR CAMPBELL ROOM – MUNICIPAL BUILDING**

A Work Session meeting of the Abingdon Town Council was held on Monday, August 1, 2016 at 5:30 p.m. in the Arthur Campbell Room of the Municipal Building.

**Welcome by Mayor Lowe**

**A. ROLL CALL**

Members of Council Present:

Mrs. Cathy Lowe  
Mr. Richard E. Humphreys  
Mr. Robert M. Howard  
Mrs. M. Cindy Patterson  
Mr. J. Wayne Craig

Administrative/Town Staff:

Gregory W. Kelly, Town Manager  
Cecile Rosenbaum, Assistant Town  
Manager/Town Clerk  
Tonya Triplett, Deputy Clerk  
Deb Icenhour, Town Attorney  
Matthew Johnson, Director of Planning  
John Dew, Dir. Of Construction/Public Services  
Kevin Costello, Dir. of Tourism & ED  
Jon Phelps, IT Department  
Kevin Worley, Director of Parks & Recreation  
Jennifer Montgomery, Main Street Director

Visitors:

Martha Keys, Joyce Ferratt, Sarah Sanders, Charles  
Seaver, Rich Macbeth, Joella Barbour, Damean  
Mathews, Eleanor Grasselli, Joe & Donna Levine  
and others

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The Council discussed the following:

Mayor Lowe deviated from the agenda to allow discussion of the Historical Society of Washington County lease.

1. Deb Icenhour, Town Attorney stated the current lease agreement between the town and the Historical Society of Washington County is for a 5-year term, October 2011-October 2016. Mr. Kelly, Town Manager, noted the town is interested in capitalizing on a better use of the building the Historical Society currently occupies and to also find a building that better fits the Historical Society's needs. Consensus of Council is to have Mr. Kelly and Mrs. Icenhour set up meeting with Martha Keys to further

discuss the possibility of a shorter term of lease renewal.  
Mrs. Patterson stated she feels the best location for the  
Historical Society is The Meadows property.

2. On motion of Mr. Humphreys, seconded by Mr. Howard, the Council went into closed session pursuant to Section 2.2 -3711(A)(3) of the Code of Virginia, 1950, as amended, the Council will convene in a closed session for the purpose of discussion of disposition/acquisition of property.

The roll call vote was as follows:

|                |     |
|----------------|-----|
| Mr. Craig      | Aye |
| Mrs. Patterson | Aye |
| Mr. Howard     | Aye |
| Mr. Humphreys  | Aye |
| Mayor Lowe     | Aye |

On motion of Mr. Humphreys, seconded by Mrs. Patterson, the Council reconvened in regular session.

The roll call vote was as follows:

|                |     |
|----------------|-----|
| Mr. Craig      | Aye |
| Mrs. Patterson | Aye |
| Mr. Howard     | Aye |
| Mr. Humphreys  | Aye |
| Mayor Lowe     | Aye |

The Deputy Clerk, Tonya Triplett, read the following certification to be adopted by the Council members:

***WHEREAS**, the Council of the Town of Abingdon, Virginia has convened in a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions set forth in the Virginia Freedom of Information Act; and*

***WHEREAS**, Sec. 2.2-3712(D) of the Code of Virginia, 1950, as amended, requires a certification by the Town Council that such closed meeting was conducted in conformity with Virginia law; and*

***NOW THEREFORE**, be it resolved, that the Council of the Town of Abingdon, Virginia hereby certifies that to the best of each member's knowledge (i) only public business matters lawfully exempted from an open meeting requirement by Virginia law were discussed in closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.*

The certification was as follows:

|                       |                     |
|-----------------------|---------------------|
| <b>Mr. Craig</b>      | <b>I so certify</b> |
| <b>Mrs. Patterson</b> | <b>I so certify</b> |
| <b>Mr. Howard</b>     | <b>I so certify</b> |
| <b>Mr. Humphreys</b>  | <b>I so certify</b> |
| <b>Mayor Lowe</b>     | <b>I so certify</b> |

3. Matthew Johnson, Director of Planning reported the National Park Service is interested in creating a Master Plan for the Overmountain Victory Trail and is willing to fund half of the project that has a total estimated cost of \$95,000. The Parks Service is asking each community along the Overmountain Victory Trail to commit \$5,000 toward the project. Consensus of Council is to support the Overmountain Victory Trail Master Plan Project. No funds need to be appropriated at this time.
4. John Dew, Director of Public Services and Construction reported the need to declare a 1998 Dodge Ram pickup, Street Department, VIN# 1B7HF16Y9WS713383, as surplus. The vehicle has had some parts removed to repair/modify another department vehicle and will be auctioned off on line at PublicSurplus.com. Also, the fire department has a truck cover that no longer fits any town truck that should be declared surplus and auctioned, as well. Mr. Kelly noted this item is on the regular agenda for approval.
5. Mr. Kelly, Town Manager stated in order to complete the traffic study on the proposed sports complex property recommended by the Planning Commission, he would need authorization to draw down funds from the towns bond financing monies. Procuring a study would include sending out RFPs and creating a vetting committee that would consist of two councilmembers, town staff and Mr. Kelly. The committee would score the RFPs and interview the top two or three contenders. Mr. Craig inquired if the study traffic would include traffic for the sports complex, as well as, traffic from the development. Mr. Kelly and Mr. Dew stated that both the sports complex and development traffic could be included in the scope of work. Mr. Craig and Mr. Humphreys agreed to serve on the vetting committee.
6. Mr. Kelly reported that Appalachian Power wants to install new transmissions lines that may interfere with the flight path for Virginia Highlands Airport. Mr. Kelly, Mayor Lowe and Deb Icenhour, Town Attorney, along with the County Attorney and members of the Board of Supervisors will attend a meeting August 4, 2016 to discuss the issue and the town has until August 17, 2016 to respond. Consensus of Council is to permit Deb Icenhour, Town Attorney to file the necessary paperwork. Mr. Kelly, Mayor Lowe and Mrs. Icenhour will give a report at the September meeting.
7. Mr. Kelly reported that United Way of Southwest Virginia has an opportunity to apply for a \$50,000 grant that would be used to install a splash pad at the sports complex. United Way has matching funds for the grant and is prepared to organize fundraising for the remainder of funds. The total cost of the project is estimated at approximately \$200,000. Consensus of Council is to support the splash pad if the sports complex is developed and if there is room for it in the design.

8. Mayor Lowe inquired about the sign ordinance and way finding signs. Mayor Lowe stated some ordinances are outdated and are in need of updating. Discussion ensued about the expense of updating the Town Code.
9. Greg Kelly, Town Manager asked Council to consider setting a date for a capital improvement plan (CIP) and strategic planning retreats. Discussion ensued and Council decided to have a kick-off meeting with the Planning Commission October 19, 2016 at 5:30pm at the Virginia Highlands Small Business Incubator and a retreat November 5, 2016 at 9am at the Jubilee House Retreat, if available.
10. Greg Kelly, Town Manager reported on the auction of town owned property located at Harmony Hills Lane, Lot # 5 parcel # 086 – 12-5. Counts Auction Company is accepting sealed bids. The bids have a minimum bid amount and the commission is the responsibility of the buyer. Bids will be accepted until August 18 and then reviewed. Mr. Kelly will give an update at the September meeting.
11. Greg Kelly, Town Manager reported on the status of sale of tech park property. The town is currently working to contract with a new relator. Highlands Union Bank has two lots in the tech park that are listed with Interstate Realty and that realty company may be a good alternative to market the entire tech park property.
12. Matthew Johnson, Director of Planning reported on recent property damage at Retirement. Damage was caused by water and animals.
13. John Dew, Director of Public Services and Construction stated he is working with a couple of property owners along Park Street and is hoping to get the last easements required to move the Urban Path Project forward.
14. John Dew, Director of Public Services and Construction reported he has permission from VDOT to dress up the area and replace the fencing near Exit 17 and Commerce Drive. Mr. Dew asked Council to email him if they have suggestions.
15. Mr. Craig reported that the Bristol Virginia Utility Board voted to increase Optinet rates.

Mayor Lowe declared a 5-minute recess for Council and Town staff to reconvene in the Council Chambers for the regular 7:30 meeting.

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Cathy C. Lowe, Mayor

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Tonya Triplett, Deputy Town Clerk